

STATE OF CALIFORNIA
OFFICE OF THE ADJUTANT GENERAL
California State Military Reserve
9800 Goethe Road – P.O. Box 269101
Sacramento, California 95826

CASR-P

13 September 2006

ANNOUNCEMENT OF ANNUAL ENLISTED PROMOTION BOARDS
CORRECTED COPY

1. Promotion boards for consideration for promotions to the grades of SFC (E-7) through CSM/SGM (E-9) will be held at the **40th Infantry Division (M) Support Brigade, Los Alamitos**, California on 16 December 2006.
2. All individual members of the California State Military Reserve meeting the requirements outlined in CA SMR Regulation 600-1 are encouraged to apply.
3. All application packets will be prepared and submitted in the format and with the documents as specified in Attachment A.
4. All applications will be submitted through command channels to arrive at HQ, CA SMR, ATTN: CASR-P, not later than COB 4 November 06.
5. Applications from individuals assigned to HQ, CA SMR will be routed through their respective Directorate or Special Staff Section senior officer to the Headquarters Commandant (LTC Mark).
6. Individuals selected for promotion who are currently assigned to positions authorized the next higher grade will be promoted after the results of the boards are confirmed.
7. Those individuals selected for promotion that are not currently assigned to position authorized the next higher grade will be placed on an order of merit list and will be promoted at the time that they are transferred to an assignment authorized the next higher grade.
8. POC is the CSM Delaney.

FOR THE COMMANDER:

/s/
RALPH S. LEFAVER
COL, GS, CSMR
Director of Personnel (G-1)

Distribution: A, Website

Attachment A to Announcement of 2006 Enlisted Promotion Board

1. Individual Senior Enlisted Promotion packet will consist of the following documents in the presented herein and be secured by a single staple in the upper left corner of the packet (no binders, etc.):
 - a. State Military Reserve Promotion Checklist for E7, E8, & E9 as provided in Attachment B enclosed,
 - b. Biographical Sketch in the format as shown as Appendix C to CA SMR Reg 600-2 (15 Feb 99),
 - c. Enlisted Evaluation Reports for the last three (3) years (if the individual does not have three (3) years of evaluation report, then the individual's immediate supervisor will prepare a "special" evaluation report to be attached herein,
 - d. Commander's written recommendation and CSM's endorsement,
 - e. Completed CA SMR Form 13A (as specified in Appendix C to CA SMR Reg 600-1(17 Aug 99)),
 - f. Commander's Certification of Height and Weight in accordance with CA SMR Reg 600-9,
 - g. Current report of medical history (SF-93), which is subject to review by CSMR medical staff,
 - h. Proof of Required Military Education, and
 - i. Evidence of highest civilian education completed.
2. Individual must meet the Time-in-Grade requirements as specified in CA SMR Reg 600-1 paragraph 3-1d by the date of the convening of the board (16 Dec 06).
3. Waivers of time in grade will not be approved by the board.

**STATE MILITARY RESERVE PROMOTIONAL CHECK
FOR E7, E8, & E9'S**

Name _____ Unit _____ Grade _____

This checklist _____

Biographical Sketch _____

Enlisted Evaluation Reports for the last 3 years _____

Current 5x7 color photograph, in Class A uniform
With all awards and decorations _____

Commander's written recommendation and CSM's
Endorsement. _____

Completed CA SMR 13 A. _____

Commander's Certified Ht/Wt statement. _____

Current report of medical history (SF-93). _____

Proof of Military education. _____

Instructions: Except for this checklist and biographical sketch, submit photo-static copies on 8.5" x 11" bond paper.

Nominee signature and date

CSM Signature and date

S-1 Signature and date

Commander's Signature and date

ATTACHMENT B